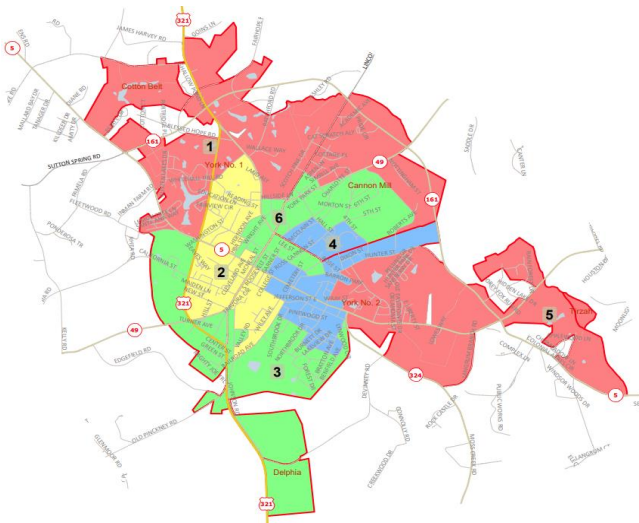




2023

# City Manager's Report



April Edition

# City of York: City Manager's Report

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**TO:** Mayor & City Council

**FROM:** Dalton Pierce, MPA, City Manager

**DATE:** April 28<sup>th</sup>, 2023

**SUBJECT:** City Manager's Report – April 2023

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The City Manager's report will be published each month for the City of York Citizens to be informed of City activities and updates. In addition, this report is provided at each regularly scheduled City Council Meeting. I am pleased to send you an update on the City's recent activities for the month of April 2023. Please contact me if you have questions or need additional information at [dpierce@yorksc.gov](mailto:dpierce@yorksc.gov) or 803-684-2341.

## **Events & Important Dates**

### **Upcoming Events**

- Cinco de Mayo, Friday, May 5, 6 pm to 9 pm, City Market, 55 N. Congress St. This is the second annual Cinco de Mayo celebration hosted by the City of York. Attendees will enjoy a street party celebrating Hispanic culture through music, performances, and food.
- Summer Concert Series Kick-Off with Greg Parrish, Thursday, May 25, 6 pm to 9 pm, City Market, 55 N. Congress St. This is the Kick-off to the Summer Concert Series that occurs on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of each month through August. Visitors can enjoy good music, food, and drink from our local restaurants and Grapevine Wine Shop.

### **Past Events**

- 6<sup>th</sup> Annual Silver in the City  
The 6<sup>th</sup> Annual Silver in the City was a resounding success! The event featured 65 Airstreams and included guests from Alabama, Florida, Georgia, Kentucky, Maryland, New Jersey, New York, North Carolina, South Carolina, Virginia, and even a couple from Ontario, Canada! The group was able to donate over \$4,000 to P.A.T.H. According to the event organizers, the economic impact of this event is estimated to be between \$25,000 and \$35,000. The 2024 7<sup>th</sup> Annual Silver in the City is scheduled for April 11 – 14.

### **Other Event News**

- The Summer Concert Series complete line-up is nearing completion and will be released to the public soon.
- York Summerfest Vendor Applications continue to pour in and will be accepted through June 26.
- Big York Summerfest Sponsorship news is coming soon!

## **City Council, Boards, & Commissions**

- May 1, 2023 - Board of Architectural Review at 6:30 p.m.
- May 2, 2023 - Regular City Council Meeting at 6 p.m.
- May 15, 2023 – Board of Zoning Appeals at 6 p.m.
- May 15, 2023 – City Council Workshop at 5 p.m.
- May 30, 2023 – Planning Commission at 6 p.m.

## **Administration**

- Held the second Leadership Team Meeting on April 20, 2023, with all the department heads to discuss the FY23-24 Budget Schedule, feedback regarding proposed organizational changes and improvements, updates from each department, and discussed Part 2 of the 10 Characteristics of a Successful Organization.
- Continue to meet with various community stakeholders, local government executives, local businesses, and citizens.

- The City Manager attended the S.C. Advocacy Reception at the Governor's Mansion on Tuesday, April 18, 2023. The SC Advocacy reception was hosted by the Charlotte Regional Business Alliance, and there will be a handful of our local legislators, Governor McMaster, economic development professionals, and others in attendance.
- Appeared on the WRHI Straight Talk Radio Show on April 25, 2023.
- Continuing to review with the Human Resources Director the current organizational structure, processes, procedures, tangible and non-tangible benefits, programs, initiatives, and services, as well as the compensation study from 2021.
- Attended the graduation ceremony of two York Police Officers at the SC Criminal Justice Academy in Columbia, SC, on April 14, 2023.
- Attended the Tender Hearts Corners of Your Field breakfast on April 27, 2023.
- Presented to the Yorkville Historical Society on March 30<sup>th</sup>, 2023, and to the Catawba College Political Science majors on April 13, 2023.
- Completing revenue and expenditure projects for FY22-23 and FY23-24 with the Finance Director.
- Finalizing and sending the appropriate documentation to all necessary parties for the new redistricting map adopted on April 17, 2023. (Refer to Page 9)

## Finance

- The three LGIP General Fund investment accounts earned approximately \$43k in interest this month, with an average interest rate of 4.89%.
- The City has received the preliminary draft of the FY21-22 audit for review and comments.
- Staff are continuously completing journal entries, receiving payments and various revenues, processing account payables, generating work orders for public works and public utilities, and responding to citizen inquiries daily.
- Reviewing FY22-23 Budget expenditures and revenues to present to City Council for a possible budget amendment.
- Distributed FY23-24 Department Budget Request documents on March 28, 2023, with a due date of May 1, 2023.
- Reviewing current expenditures and revenues for FY2023 – 2024 Budget with the City Manager

## Fire

	Q1			Q2			Q3			Q4		
Incident Type Group	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23
100 - Fire	10	8	7	5	6	7	5					
200 - Overpressure/Overheat	0	0	0	0	0	1	1					
300 - EMS	77	89	88	91	88	75	73					
400 - HAZMAT	8	7	9	12	6	2	8					
500 - Service Call	5	10	8	3	7	7	10					
600 - Dispatched, Cancel En Route	22	28	20	13	22	22	15					
700 - False Alarm	13	13	21	15	16	11	15					
800 - Natural Disaster	2	0	2	2	2	0	3					
900 - Special Incident	1	0	0	0	0	0	0					
Total	138	155	155	141	147	125	130	0	0	0	0	0

FYTD Total Calls for Service	991
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➤ Events, Training, & Other Updates

- 4/5: Staff trained in the Flashover Simulator at the York County Fire Training Center.
- 4/5: Chief & Lt. Gilfillan attend the Legislative Action Day in Columbia, SC.
- 4/18: Food Lion provided lunch for the staff on duty.
- 4/18: Ladder 1 was used to assist with York County Sheriff's Office rifle training.
- 4/19: Engine 1 & A shift attended the Grand Re-Opening of Food Lion on Filbert Hwy.
- Continue to paint, test and flow fire hydrants.
- Fire Station Study is ongoing.

**Police**

- Breakdown of the month for calls for service categories (see attached monthly report)
- Total Calls for service for the Fiscal Year = 7,767 (documented on the monthly report)

<b>REPORT MONTH:</b> <b>APRIL</b> <b>03/24/2023 - 04/23/2023</b>		
OFFENSE DESCRIPTIONS	CURRENT	Y-T-D
<b>CRIMES AGAINST PERSONS</b>		
HOMICIDE (09A-C)	0	0
KIDNAPPING (100)	1	1
ASSAULTS (13A-C)	23	75
RESISTING ARREST (90N)	2	7
SEX OFFENSES (11A-D, 36A-C, 370)	1	5
DOMESTIC OFFENSES (13A-C, 90F, 90Z)	8	26
CHILD ABUSE/NEGLECT (90F)	3	5
UNLAWFUL USE TELEPHONE (753)	2	10
<b>TOTAL</b>	<b>35</b>	<b>114</b>
<b>PROPERTY CRIMES</b>		
ARSON (200)	0	0
ROBBERY (120)	0	1
BURGLARY (220)	3	14
LARCENIES (23A, B, D-H)	10	55
SHOPLIFTING (23C)	4	29
MOTOR VEHICLE THEFT (240)	0	4
USE OF VEH. W/O CONSENT (756)	0	1
FORGERY (250)	0	1
FRAUD (26A-F)	4	15
EMBEZZLEMENT (270)	1	2
STOLEN PROPERTY OFFENSES (280)	0	1
VANDALISM (290)	14	31
TRESPASSING (90J)	2	12
<b>TOTAL</b>	<b>38</b>	<b>166</b>
<b>CRIMES AGAINST SOCIETY</b>		
VIOL. DRUG LAW (35A)	3	42
WEAPONS VIOLATIONS (520)	2	5
PUBLIC DISTURBANCES (90C)	5	10
VIOL. CITY ORDINANCES (35B, 90Z, NRP)	11	44
BEER/WINE/LIQ LAW VIOL (90G)	0	4
FALSE INFO/INTERFERING W/POLICE (90Z)	0	6
FUGITIVE FROM JUSTICE (90Z, NRP)	0	1
<b>TOTAL</b>	<b>21</b>	<b>112</b>

➤ Department Matters

- Sgt. Kiera Fayall (CID) has been nominated by the 16th Circuit Solicitor's Office to receive the 2nd Annual Marvin R. Brown Excellence in Law Enforcement Award. Aware recipient to be announced on May 10th during a formal ceremony at Solicitor's Office.

➤ Community Events

- 04/04 – YPD hosted week #5 of YPD Citizens Academy at the police department.
- 04/4-6 – YPD underwent active shooter, tactical entry, & high-risk traffic stop training.
- conducted by the United States Sheriff's Deputy Association at YCHS.
- 04/10-13 – Firearms simulator training provided by the Municipal Association of SC
- 04/10-14 – Acknowledged Communications staff for National Telecommunications Week
- 04/11 – YPD hosted week #6 of YPD Citizens Academy at the police department.
- 04/12 – Hosted Boy Scouts Troop at YPD for tour and education

- 04/18 – YPD hosted week #7 of YPD Citizens Academy at the police department.
- 04/20-23 – YPD Community Services assisted with Silver in the City events.
- 04/20 – Toured City Manager on the YPD Firing Range. He's not a bad shot.
- 04/25 – YPD hosted week #8 of YPD Citizens Academy at the police department.
- 04/27 – Attend Community Partners Breakfast hosted by Tender Hearts Ministries

## **Human Resources**

### ➤ Human Resource Q2 Talent Retention and Acquisition

#### ➤ Initiatives:

- As part of the Q2 Target Area Initiative I:
  - Finalized our employee evaluation system, to be rolled out to all staff soon.
  - Presented employee enrichment ideas.
  - Began conducting exit interviews.
  - Will be working with department heads to forecast growth in their respective departments as we continue to prepare for budget season.

#### ➤ Other news:

- Eligibility for PEBA State Insurance confirmed – Council will decide in the middle of May.
- Presented a comprehensive summary of initiatives and gathered feedback from Department heads and their staff.
- Currently working with our IT provider to take measures to ensure security with our technology.
- Attending the MASC Human Resources Spring Meeting on April 27th in Columbia.

#### ➤ Recruiting and Development

Role	Closing Date	Applications
Police Officer (1 vacancy)	OTF	8
Community Events Coordinator	OTF	25
<b>Total</b>		<b>33</b>

- Total New Hires for March 2023: 0
- Retention Rate for 2023: 105% (This is due to hiring more staff than what the City started with in January)
- Voluntary Turnover Rate for 2023: 5.83% (1 police LT, 1 Part-time Community Events Assistant, 1 Finance Director)

## **Parks & Recreation**

### ➤ Maintenance/Facilities:

- The maintenance crew has continued to prep all six baseball fields for the baseball/ softball season.
- Staff completed sheetrock repairs in concessions at the complex.
- Maintenance staff have continued to stay on scheduled park cleanup days. We are seeing an increase in litter and vandalism in parks as the weather warms up and the parks and shelters are utilized more. We encourage citizens to use the trash bins located in the parks.

### ➤ Athletics/Programs:

- Practice and game schedules produced for T-ball, Coach Pitch (5–6-year-olds), 16U Softball, Dixie Boys Baseball (ages 12-14)
- Gymnastics program added a fourth class at 7:30. Program continues to run well.
- Baseball and Softball leagues are continuing, preparing for tournaments that will begin in May when the regular season ends.
- Meeting held with county representatives to discuss offering all-stars for softball. The tournament will be held on June 17<sup>th</sup>.



- Meetings will be held Sunday, April 30<sup>th</sup> to select all-star players and coaches for 6 age groups of baseball and softball.
  - Began registration for Friday Night Lights Flag football league to be held Friday 5/5, 5/12, and 5/19 and conducted by Coach Boyd and his players/staff and held at YCHS stadium.
  - As the weather warms up, we are seeing a sharp increase in shelter reservations at our parks.
  - Summer basketball camp conducted by Paula Blackwell has been scheduled for July 10-12
  - We are in communication with a company that we may use to bring a pickleball program to the recreation department. We are working out the logistics.
  - We are in continued talks with an instructor to develop an adult exercise program.
  - The Easter Egg Hunt held at the Rec Complex on April 4<sup>th</sup> was a huge success.
  - Rec staff members participated in the Moore Park cleanup on April 15<sup>th</sup>.
- Projects:
- Council adopted Resolution 23-03 to allocate funds for an outdoor fitness court as part of the 2023 National Fitness Campaign.
  - The restroom renovations at the York Recreation Complex are 85% complete.
  - We have received 90% of the Civil and Landscaping plans for City Park Phase 2.
- Upcoming Events:
- The Splash Pad will open on May 26<sup>th</sup>, with the last day of operation for the season being September 4<sup>th</sup>. The hours of operation are 10 a.m. to 7 p.m.

## **Planning & Zoning**

- Permits, Site Plan Reviews, Inspections, Enforcement Data, and Impact & Capacity Fees
- Residential Construction Permits Issued: 34
  - Commercial Construction Permits Issued: 8
  - Construction Inspections Total: 380
  - Certificate of Occupancy or Completion Issued: 21
  - Code Enforcement Violations/Notifications: 17
  - Total Impact Fees Collected: \$83,329
  - Total Capacity Fees Collected: \$82,547

## **➤ Ongoing Developments Overview**

#	NAME	LOCATION	ZONING	TOTAL UNITS	STATUS
1	Monterey Park	South Pacific and Hunter Street	R-5	157 Single Family Detached	Final plat has been approved for Phases 1 and 2; Staff comments issued regarding proposed final plat for Phases 3 and 4
2	Austen Lakes Phase 5	Black Highway	R-5	62 Single-family Detached	Final plat has been approved; the project is mostly completed
3	Abrial Ridge	Lincoln Road near YCHS	R-5	128 Single-family Detached	Final plat has been approved for Phase 1 and 2; house construction is proceeding quickly
4	Fergus Crossroads	Alexander Love Highway near Cooperative Way	PUD	243 Single-family Detached; 110 Townhomes; 3 Commercial parcels	Staff comments issued regarding proposed final plat for phase 1
5	Wilkerson Place	Cooperative Way	PUD	123 Single-family Detached; 22 Townhomes; 7 Commercial parcels	Staff comments issued regarding proposed final plat for phase 1
6	The Landings at White Rose	McFarland Rd and East Liberty St	R-5	40 Townhomes	Townhome construction is proceeding quickly; all permits have been issued
7	The Trails at Asbury Ridge	Black Highway & Alexander Love Highway	PUD	152 Single-Family Detached; 3 Commercial out parcels	Final plat for Phase 2 has been approved
8	Cannon Village	Fourth and Fifth Street	R5	100 Single-family Detached; 109 Townhomes	Preliminary plat is conditionally approved
9	Tradition at Spring Lakes	Springlake Road and Blessed Hope Rd	R5	153 Single-family Detached	Preliminary plat is conditionally approved
10	Bellina	Hunter Street near Hunter Street Elementary	R5	75 Single-family Detached	Preliminary plat is conditionally approved
11	Brighton Springs	Highway 5 near Park Place Rd	R5	173 Single-family Detached	Preliminary plat is conditionally approved
12	Pinckney Road PUD	Highway 321 and Old Pinckney Road	PUD	156 Townhomes; 126 Single-Family Detached; 1 Commercial parcel	Preliminary plat has been conditionally approved
13	Ratiff Heights	Kings Mountain Street/ Carroll Ave	R5	133 Single-Family Detached	PC Recommended approval of R5 rezoning/conceptual site plan; Council and BZA action pending
14	McFarland Estates	Devinney Rd and McFarland Rd	R5	159 Single-Family Detached	Preliminary plat is conditionally approved
16	York Meadows	Alexander Love Highway and Lincoln Rd	PUD	155 Townhomes; Commercial parcel	PUD rezoning/conceptual site plan approved

- Board & Commission Meetings Highlights/Updates
- Board of Architectural Review – 04/03/2023:

- 245 Raille Street- City Park Phase II - stage, restrooms & landscaping – (conditionally approved)
- 2 South Congress Street- York County Government - plaque for cedar tree – (approved) •
- 108 East Liberty Street- Church of the Good Shepherd - repair sidewalk – (approved)
- 21 Wright Avenue – fence around swimming pool – (conditionally approved)
- 10 College Street – maintain and secure the outbuilding – (conditionally approved)
- 10 College Street – deck addition – (approved)
- 210 Kings Mountain Street – carport addition for a detached garage – (conditionally approved)
- 710 East Liberty Street- Quality Golf Carts - monument & wall signage (approved)
- Board of Zoning Appeals – April/2023:
  - No update.
- Planning Commission – Special Meeting – 04/12/2023
  - The Planning Commission and City staff reviewed and made final revisions to the proposed R5, R8, R9, R10, and R11 residential zoning district requirements, as well as the PUD requirements.
- Planning Commission – Special Meeting - 04/20/2023
  - Steve Allen presented the draft land use map and received feedback from the Planning Commission and staff.
- Planning Commission- Regular Meeting - 04/24/2023
  - The Planning Commission reviewed several rezoning applications, a preliminary plat for an industrial park off Larson Road, and a potential amendment to the subdivision ordinance regarding minor subdivision requirements and discussed issues related to the moratorium affecting certain types of residential development.


## **Public Works**

<b>Sanitation (Tons)</b>		<b>Trash (Tons)</b>		<b>Streets</b>	
Residential	178	Brush	42	Sidewalk (LF)	0
Commerical	192	Trash	47	Curb (LF)	0
Recycling	16	Leaf (Loads)	0	Asphalt Laid (Tons)	0
<b>Total Sanitation</b>	<b>386</b>	<b>Total Trash</b>	<b>89</b>	Strom Drain Maint.	0
				Signs Maint.	8
				<b>Total Streets</b>	<b>8</b>

## **Public Utilities**

- Work orders
  - Created: 39
  - Completed: 22
  - Incomplete: 17 (14 Pending Meter Installs)
- Locate Tickets
  - Created: 409
  - Completed: 267
  - Incomplete: 142
- Training & Certification
  - Brian Craig and Katherine Bumgardner completed eight hrs. of Trenching & Shoring/Confined Space training and are certified as Competent Men.
- Water & Wastewater Distribution Monthly Data Overview
  - See Next Page

CITY OF YORK UTILITIES DEPARTMENT REPORT April 2023				
	This Month	Last Month	This Month Last Year	Year to Date
	April 2023	March 2023	April 2022	2022
<b>Treatment (1,000 gal.)</b>				October 2022 - October 2023
A. Water Treated	0	0	0	0
B. Sewage Treated	30,785,000	20,815,000	304,210,000	174,826,000
Wastewater Sludge (tons)	58	45	96	168
<b>System Growth</b>				
B. Water Taps (units)	3	5	1	22
C. Line Extensions (ft.)	250	150	200	1,560
D. Sewer Taps	3	1	4	15
E. Line Extensions (ft.)	80	0	40	300
F. Storm Drain Lines (ft.)	0	0	0	0
G. Irrigation Meter	1	2	0	4
<b>System Maintenance</b>				
A. Water Leaks	7	6	11	97
B. Sewer Repairs	4	3	3	28
C. Utility Cuts Made	14	4	5	64
D. Hydrants Replaced	3	3	0	3
E. Hydrants Repaired	0	3	0	0
F. Hydrants Flowed	40	27	5	98
G. Sewer line maintenance	21	24	35	187
H. Landscaped w/s cuts	6	18	10	53
I. Sand & Gravel (tons)	90	40	36	600
<b>Meters</b>				
A. Replaced	18	42	11	191
B. Repaired	19	30	16	115
C. Flow Tested	0	0	2	0
<b>Overtime ( hours)</b>				
B. Waste Water Plant	8	0	0	58.75
C. Utility Maintenance	17.25	26.5	28	167.25
E. Meter Reader	4	26	17.5	87.25
Total Overtime	29.25	52.5	45.5	313.25

  
Utilities Director

- **Ongoing Developments & City Projects:** (\* - Designates a City Project)
- **Asbury Ridge**
    - Water & Sewer testing for the entire subdivision has been completed.
    - All roads and infrastructure have reached substantial completion.
    - Sewer lift station backup power generator is not on site and holding up completion.
    - Staff has been walking each phase and generating punch list items for post-development approval.
  - **Fergus Crossroads**
    - Water and Sewer testing has been completed.
    - All Roads and infrastructure are completed.
    - Lift Station is nearing completion. The backup power generator is not on site and holding up completion.
  - **Wilkerson Place**
    - Received final plat; pre-construction meetings are expected in May with the home builder (True Homes).
  - **Lake Caldwell\*** (Total Project Budget \$1,200,000)
    - Received permit to construct on April 17, 2023. Shield Engineering is completing the RFP based on the approved drawings, and we will advertise immediately after.



- **Liberty Street Waterline Extension\*** *(Total Project Budget \$5,915,000)*
  - Keck and Wood have reached 70% completion of the design phase. The City is addressing some key line location areas and will submit comments based on the findings.
  - Design and Construction drawings are expected to be completed by July.
- **Lake Caroline Upper and Lower Dam\*** *(Total Project Budget \$400,000)*
  - Awaiting the boring rigs for geotechnical analysis to complete this scope of work.
- **Lincoln Rd. Sidewalk Project\*** *(Total Project Budget \$795,000)*
  - Field Survey and Topographical Survey are 100% complete.
  - Subsurface Utility location is 100% complete.
  - ESP is moving forward with the design based on SCDOT conceptual cross-section that was agreed upon.
  - 70% plans were given to the City for review, and a meeting with ESP is scheduled for May.
- **Railroad Ave. Sidewalk Project\*** *(Total Project Budget \$502,000)*
  - The contract for the Engineering Firm Campco has been approved.
  - A kick-off meeting is being scheduled for May.
- **Fishing Creek WWTP** *(Total Projected Budget \$10,535,000)*
  - Davis and Floyd submitted a final set of preliminary drawings for the Fishing Creek WWTF Improvements for our review. The set incorporates changes discussed during meetings and an initial review period. These changes include the location of the Digester blowers and the Septage receiving station. No changes were made to the Opinion of Probable Cost or the Project Manual Table of Contents during this review period.
  - A progress meeting was held on 4/18/2023 with Davis & Floyd at City Hall to review comments from above were addressed in order.
- **Water Treatment Plant Environmental Review & Remediation\*** *(Total Project Budget \$700,000)*
  - A RFQ was created on April 21, 2023, and advertised on the City website, SCBO, and Demand Star.
  - A pre-bid meeting for prospective bidders is scheduled for Monday, May 8, 2023, on-site at 10 a.m.
  - Bids will be opened and recorded on Tuesday, May 23, 2023, at 2 p.m. at City Hall.

***Thank you for your time, and I hope you enjoyed this month's update!***



# City of York Elected Official District Map as of 4/17/2023

